



Pre-Bid Conference Technical Assistance for the Bright Schools Program (BSP) and Energy Partnership Program (EPP)

RFQ- 18-402

Energy Efficiency Division
Local Assistance and Financing Office
California Energy Commission
June 3, 2019



Agenda

Time	Topic
2:00 pm	Welcome and Introductions <ul style="list-style-type: none">• Purpose, Goals, Background• Funding• Bright Schools Program• Energy Partnership Program• Eligible Applicants• Key Dates
2:15 pm	Scope of Work
2:30 pm	Requirements and Qualifications <ul style="list-style-type: none">• Submission Requirements• Statement of Qualifications
2:45 pm	Evaluation Process
2:55 pm	Questions and Answers



Housekeeping

- Facilities
- Updates on Solicitation Documents and today's presentation can be found at:
<http://www.energy.ca.gov/contracts/RFQ-18-402>



Purpose

- Select a dedicated team of engineers and architects
- Assist and support the BSP and EPP



Goals

- Provide highest quality technical assistance meeting deliverables on time.
- Provide excellent customer service to program applicants and the Energy Commission



Bright Schools Program (BSP) and Energy Partnership Program(EPP)

BSP-Eligible Applicants include:	EPP-Eligible Applicants include:
K-12 public school districts	Local governments
Public Charter Schools	Public hospital
County Offices of Education	Public care institutions
State Special Schools	Special districts
	Public colleges/universities



Funding

- \$2.1million available funding
- 3-year contract
- \$20,000 cap per work authorization



California Energy Commission

Work Authorization

Work Authorization No. xx
Amendment No.

Program Area:

- ☐ Bright Schools Program
- ☒ Energy Partnership Program

Contract Task:

- ☐ Task 1 – Agreement Management (Contractor Only)
- ☒ Task 2 – Evaluate Energy Efficiency Opportunities in Existing Buildings
- ☐ Task 3 – Evaluate Opportunities for Clean Onsite Self-Generation, Cogeneration, Thermal, and Battery Energy Storage
- ☐ Task 4 – Evaluate Energy Efficiency Opportunities on Water and Wastewater Treatment Facilities
- ☐ Task 5 – Provide Support for New Construction Projects
- ☐ Task 6 – Provide Professional Engineering Support Services

Fund Source:

- ☒ ECAA

Project Title:

Energy Commission Project Manager:

Contractor:

Contractor Project Manager:

Objective of Work Authorization: Evaluate energy efficiency opportunities in existing buildings, and prepare ASHRAE Level 2 energy audit report.

Effective Date: The Effective Date of this Work Authorization is the date the Energy Commission's Contract Agreement Manager (CAM) signs the Work Authorization. The CAM shall be the last party to sign. No work is authorized, nor shall any work begin, until on or after the Effective Date.

End Date: Six Months from Effective Date of Work Authorization



Eligible Firms

- Open solicitation for public and private firms
- Firms are required to register with the CA Secretary of State and be in good standing to enter into an agreement with the Energy Commission <http://www.sos.ca.gov>
- Firms must propose a team with licensed PE's and architects and demonstrated expertise



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Key Dates

<i>ACTIVITIES</i>	<i>ACTION DATE</i>
RFQ release	5/21/2019
PreBid Conference	6/3/2019
Written Question Submittal Deadline 5:00 p.m.	6/3/2019
Distribute Questions / Answers and Addenda (if any)	6/17/19
Deadline to submit SOQ by 5:00 pm	7/16/2019
SOQ Discussions with firms *	8/15/2019-8/16/2019
Notice of Selection	8/19/2019
Cost Negotiations	8/20/2019-9/10/2019
Notice of Proposed Award	9/18/2019
Energy Commission Business Meeting	12/11/2019
Contract Start Date	12/31/2019
Contract End Date	12/31/2022



Scope of Work

Task	Description of Task
1	Agreement Management
2	Evaluate Energy Efficiency Opportunities in Existing Facilities
3	Evaluate Opportunities for Cogeneration, Distributive Generation, Renewable Energy Systems, Thermal, and Battery Energy Storage
4	Evaluate Energy Efficiency Opportunities in Water & Wastewater Treatment Facilities
5	Provide Support for New Construction Projects
6	Provide Professional Engineering Support Services



Energy Commission Staff

Responsibilities include:

- Development of work authorization
- Project management
- On-going assistance



Submission Requirements

- Response to solicitation must be a Statement of Qualifications (SOQ)
- Do not submit price quotes or bids
- Rates will be negotiated with top scoring firm
- SOQ format, organization, and required documents are explained in the solicitation



Submission Requirements (continued)

- Firm submitting the SOQ must be the Prime Contractor of the team
- Prime contractor must be single entity, not a group of representatives
- Prime contractor must have at least one licensed mechanical or electrical PE



Example of Team Structure

Task	Prime Contractor	Sub #1	Sub #2	Sub #3
1. Agreement Management	X	N/A	N/A	N/A
2. Evaluate Energy Efficiency Opportunities in Existing Facilities	X	X	X	X
3. Evaluate Opportunities for Cogeneration, Distributive Generation, Onsite Renewable Self-Generation, Thermal, and Battery Energy Storage	X		X	
4. Evaluate Energy Efficiency Opportunities in Water & Wastewater Treatment Facilities	X			X
5. Provide Support for New Construction Projects	X	X	X	
6. Provide Professional Engineering Support Services	X	X	X	X



Disabled Veteran Business Enterprise (DVBE) Participation

- DVBE participation is required
 - 3% DVBE participation requirement
 - incentive points for greater than 3% DVBE participation



Statement of Qualifications

- Section 1, Administrative Response
- Section 2, Technical Response



Section 1, Administrative Response

- Cover Letter
- Table of Contents
- Contractor Status Form(Attachment 1)
- Darfur Contracting Act Form(Attachment 2)
- DVBE Declarations Form Std 843(Attachment 3)



Section 1, Administrative Response

- Bidder Declaration Form GSPD-05-105(Attachment 4)
- Contractor Certification Clauses(Attachment 5)
- Iran Contracting Act Form(Attachment 10)



Section 2, Technical Response

- Minimum Qualifications
- Approach to Tasks in Scope of Work
- Project Team Organizations Structure & Cost Minimization



Section 2. Technical Response

- Project Team Relevant Experience and Qualifications
- Analytical Tools
- Client References (Attachment 7)
- Examples of previous Work Products
- Responses to Hypothetical Questions



After Submission of SOQ

- Administrative and Completeness Screening Criteria
- Grounds to Reject an SOQ
- Minimum Qualifications



Evaluation Process and Discussion

- Selection Committee
- Interviews with top three scoring firms
- Exact date/time TBD
- Team lead and at least one person from each subcontractor are encouraged to participate



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Questions and Answers

Please send RFQ related questions in written form to:

Angela Hockaday

Commission Agreement Officer

Angela.Hockaday@energy.ca.gov

Deadline to submit written questions is

5:00pm PDT

June 3, 2019